Ottawa University Concurrent Enrollment Nursing Program (CEP) Application

To be completed by student:

Student Name (last, first) _____ Date: _____

Community College Name _____

I am applying for:

OU Nursing CEP (enrolled in 2 yr. ADN program) _____

OU CEP Mid-point (for students in LPN to ADN program) _____

Please initial each item and sign before submitting to your Community College Nursing Advisor:

_____ Apply to Ottawa University as soon as possible https://www.ottawa.edu/apply

_____ Contact the OU Nursing CEP Enrollment Advisor, Kim Staples at 913-266-8648

                              OR Email: kim.staples@ottawa.edu

_____ Complete and submit the CEP Application Checklist to kim.staples@ottawa.edu

_____ I give my permission for my advisor to send this completed form to Ottawa University.

Student Signature: _____ Date: _____

To be completed by Community College Nursing Advisor:

Is this student currently accepted in the associate degree nursing program, enrolled at the community college, and in good standing?

Yes   No   Other

Comments:

_____
_____
_____

Nursing Advisor Signature: _____ **Date:** _____

**Community College Nursing Advisor: Please email the completed form to
kim.staples@ottawa.edu or fax to 1-913-273-1700.**

Student Application Information

1. Apply to OU using the online application https://www.ottawa.edu/apply
Exit the application when prompted for payment, your application fee is waived.

2. Request official transcripts from every educational institution you have attended. Official transcripts must be mailed or sent electronically directly to OU Registrar by the records office of the issuing institution. ***
If you have not completed an associate degree or higher, you will need to request your official high school transcript showing proof of graduation. Official transcripts should be mailed to:

> Office of Registrar
> Ottawa University
> 1001 S. Cedar Street
> Ottawa, Ks. 66067

Upon acceptance to the CEP program, you will be sent a welcome note from your advisor. You will also receive an acceptance letter from the Director of Nursing, Dr. Ruth Burkhart.

2/2/21 kk